

**MINUTES OF THE BOARD OF DIRECTORS MEETING OF
PARK RIVER WEST CONDOMINIUM ASSOCIATION, INC.**

Monday, May 17, 2021

(Meeting held via conferencing app Zoom)

A meeting of the Board of Directors of PARK RIVER WEST CONDOMINIUM ASSOCIATION, INC. (the "Association") was held on Monday, May 17, 2021, via ZOOM online/video meeting at 4:00 p.m. MDT. President Stew Squires (618) presided. Association Secretary Mindy Stephens (603) acted as Secretary of the meeting and prepared these minutes.

1. **Call to Order/ Role Call**

The meeting was called to order at 4:00 p.m. The following directors were present via video on Zoom: President Stew Squires (618), Fritz Sampson (633), Mindy Stephens (603), John Mize (615), and Sandra Ireland (670). Greg Barkley (605) and Helen Evans (619) were unavailable for the meeting. An owner of Unit 616 was also in attendance.

2. **Approval of Minutes of March 22, 2021 and April 17, 2021 Board Meetings**

The minutes of the March 22, 2021 and the April 17, 2021 meetings were reviewed and upon a motion by Fritz Sampson (633) and second by Stew Squires (618) were approved unanimously with minor corrections. The Secretary will post the Minutes on the Website once the corrections are made.

3. **Treasurer's Report**

Helen Evans (619) sent the Budget Report, Balance Sheet and Profit/Loss statements to the Board prior to the meeting. Expenses are within the budget. It was moved, seconded, and approved to accept the Treasurer's financial report.

4. **Old Business**

a. **616 Parking Violation Hearing**

A hearing was conducted with Fritz Sampson (633) presiding as the President's designee. President Stew Squires (618) acted as a proponent. The owner of Unit 616 was present. The purpose of this formal hearing was to present the issue of further parking violations on or about April 2, 2021 when vehicles related to Unit 616, either from maintenance workers or renters, were parked in the fire lane and blocking access, and a proposal to impose a potential fine of up to \$150 on the owners of 616.

Stew Squires presented the case with a narrative relating the reports from two other units owners and supporting photos taken by an owner of one of the neighboring units. These photos had been distributed to the other Board members. The owner of Unit 616 also spoke and asked questions. The floor was opened to other Board members for questions or further discussion. After deliberation, John Mize (615) moved to impose a \$150 fine for this repeated violation. Sandra Ireland (670) seconded and upon a vote, the imposition of the fine was approved with a vote of 5 yeas, 0 nays.

Fritz Sampson (633) stated that a formal letter will be sent out regarding the fine and noting the amount of the violation fine and mentioning the previous violations.

The owner of 616 left the meeting at 4:45 p.m.

b. **Asphalt Repair and Crack Seal**

It was reported that the repair crew broke an axle while working on the last unit and will return to

finish their work on 5/25.

c. **Drainage Work at Units 607-609**

The date has not yet been set for this work to start and the Board is awaiting copies of the proof of the contractor's insurance. This will be done as soon as possible.

d. **Landscaping**

Dennis McDonald has ordered replacement shrubs from Ben, our landscape contractor. The irrigation will be turned on at the end of May.

e. **Painting.**

Thom Shafer of Got you Covered, our painting contractor, is working on 643-645, has completed 634-646. He noted chimney box damage on 630-632 and Kingswood has been contacted to get that fixed so that Thom can complete his painting work. It will probably be completed in the next couple of weeks.

5. **New Business**

- a. **Reserve Study.** Fritz Sampson reports that he is following up on this item noted in the last Board meeting:


6. **Next board meeting**

The next Association Board meeting will be held Monday, June 14, 2021 at 4:00 p.m. MDT. Due to the ongoing precautions due to the COVID-19 pandemic, the next meeting will be held via ZOOM. Any unit owner/member may attend via ZOOM by sending an email request to Stew Squires, President (618).

7. **Adjournment**

There being no further business, it was moved, seconded, and unanimously approved that we adjourn. The meeting was adjourned at 4:58 p.m.

Minutes Prepared and Signed on:

June 23, 2021

Mindy Stephens, Secretary